



CITY OF
West Linn

22500 Salamo Road
West Linn, Oregon 97068
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WEST LINN CITY COUNCIL MEETING NOTES July 20, 2020

Pre-Meeting Work Session

Call to Order

Council Present:

Mayor Russ Axelrod, Council President Richard Sakelik, Councilor Teri Cummings, Councilor Bill Relyea, and Councilor Jules Walters.

Councilor Teri Cummings joined the meeting at 1:20:02

Staff Present:

Interim City Manager John Williams, City Recorder Kathy Mollusky, IT Director Shane Boyle, and City Attorney Bill Monahan.

This meeting was conducted via Webex due to COVID-19 and federal and state restrictions on public gatherings.

Approval of Agenda

Council President Richard Sakelik moved to approve the agenda for the July 20, 2020 West Linn City Council Meeting. Councilor Jules Walters seconded the motion.

Ayes: Mayor Russ Axelrod, Council President Richard Sakelik, and Councilor Jules Walters.

Nays: Councilor Bill Relyea.

The motion carried 3 - 1

Public Comment [10 min]

There were none.

Announcements, Proclamations, and Recognitions

If I Were Mayor Student Contest West Linn Winner-Tealia Jud [10 min]

If I Were Mayor Essay

Mayor Axelrod announced that notice was received just before today's meeting that Tealia Jud was unable to attend but would watch the recording of the meeting at a later date. Tealia Jud's essay also won second place in the state competition.

Scheduled Presentations to the Council

Post Office Update [15 min]

Interim City Manager Williams stated that Matt Grady from Gramor Development, the company that owns the post office's current location, would give an update that would mostly avoid the specifics of design and other items that might come up in a land use application per the City Attorney's request, and focus more on the status of conversations about the site and possible ideas about what the City could do to help move along the process.

Matt Grady, Gramor Development, reviewed the activities to date in seeking a new site for the post office. The USPS's preference was for a two-acre site with a 10,000 sq ft building and 65 parking spaces. Gramor could not produce such a site and offered a retail space at the current location with the option of loading and parcel sorting done at an off-site location elsewhere in West Linn. The post office indicated in January that the option was acceptable and Gramor created an application to be submitted to the City soon that would have a retail building and the post office. The lease language was almost complete and had been provided to the USPS a month ago, but it had not been signed. The USPS was still looking for an off-site area that could be as big as two acres, but was also looking for a site that would hold just the operations section of the business. Gramor would like to start making changes in December to the site where the post office was currently located and to begin site work in late spring 2021. Gramor had been working with the USPS for two years and believed they had been accommodating as a landlord by extending the lease and by spending a lot of engineering and architectural money trying to get plans to meet their program. Gramor found the lack of communication frustrating.

A disconnect existed between the post office employees and the USPS real estate office, so the employees could not pass status updates to their customers. He was concerned that the communication problems implied that Gramor was a terrible landlord who would be kicking the post office out of its current location, which was not the case.

Mayor Axelrod stated the City had reached out to Congressional leaders on many occasions to put pressure on the USPS. He also had clarifications to offer after the Councilors had the opportunity to ask questions.

Mr. Grady clarified in response to multiple questions from Council President Sakelik that the post office's lease went through the end of October, but discussion had taken place about extending it to the end of the year. He had a high level of confidence that would happen. He further clarified that Gramor believed it had reached its limit as a private group and wanted to move forward, and he did not believe the lease would be extended into next year. The lease extension stated the lease would terminate with no notice required and no other provisions. The original lease had been expired for over 1 ½ years but had been extended. Over a year ago, Gramor had been working on a lease form provided to them by the USPS. In it was a provision that upon termination of the lease, the post office could continue on indefinitely as a hold over. Gramor informed them that such a provision was not acceptable and the matter was not under discussion currently. The USPS knew in 2018 that the lease was terminating in a year, but did nothing until Council brought it to a town hall meeting and held them accountable. Citizens had made clear the sense of urgency, need, and desire to have the post office remain in its current location, but it did not appear the USPS considered it a high priority.

Mayor Axelrod said that during the town hall meeting it was determined that the wrong people were being approached at the USPS, and when Greg Shelton from the USPS real estate office discovered the issue, he got things moving officially. A lot of time had been lost through dysfunctional organization and miscommunication.

Councilor Walters stated it was important to the citizens of West Linn to have a post office. She expressed appreciation that Gramor had been willing to work with the USPS and to extend the lease for the current site. Council had reached out to Congressman Schrader and Senators Merkley and Wyden, and she suggested reupping that effort by sending a letter from Council to the federal representatives requesting assistance in moving the process forward.

Mr. Grady responded that Gramor would appreciate that, and added that some might perceive them as the evil landlord or the evil developer and would not want to listen to their explanations.

Mayor Axelrod thanked Gramor for their efforts to keep the post office in Central Village, noting the City's first priority was to keep the post office in its current location. Also preferred was to keep the entire post office operations in one location because having operations in different locations would increase the dysfunctions. The City recognized a long-term lease for the post office would offer security for Central Village. Another location identified as suitable

was the old 1.4-acre McDonald's site on Hwy 43 which had good access. Council understood the USPS did not want to spend the amount of money required to purchase the property, among other complications. He and Interim City Manager Williams had been pushing the real estate group at the USPS who had been expected to return to the City with updates but had not been heard from in a while.

Councilor Relyea did not recall reaching a consensus that the post office should be kept in one facility. When he had spoken to the USPS about what was driving the need for a new facility, he was told the increase in business was due to package handling and was not due to the retail front-end. The public wanted to keep the post office in West Linn, but the package handling portion had nothing to do with that and further discussion was needed before a public statement was made on what Council was pushing for. In his discussions with the USPS, they were very receptive to the idea of splitting the business and moving the package handling to another facility and keeping the retail portion in its current location. He did not understand why the post office was being pushed into something for which they could not find space in West Linn.

Mayor Axelrod responded that customers did not want to drive to another city to pick up their packages which was what would be necessary if the post office was not located in one facility in West Linn. The topic had been discussed in great length, and the community wanted one facility.

Councilor Relyea replied that was not true. The major packages coming in from the distribution center required a larger truck. The packages coming from the distribution center and going to community members in West Linn would be uninterrupted. The post office's local business would not be impacted.

Mayor Axelrod responded that was also not true, because the post office said packages would not be available at the retail location and it would be necessary to go to the distribution center. One proposed location was in Stafford, but the additional traffic into that area was unwanted as it would force drivers onto I-205 or Willamette Falls Drive, or Rosemont Rd and Stafford Rd which were already dysfunctional.

Councilor Relyea stated consensus was necessary before a position was promoted and he did not believe consensus had been achieved.

Council President Sakelik assumed from conversations with the public that a retail outlet would more than satisfy the vast majority of people in West Linn, especially if smaller packages were available. Larger, more commercial packages might have to be picked up in another location. He suggested surveying the public and asking if they were comfortable with a retail-only location in West Linn with a description of its services. The results could be used by Council as a representation of the citizens to determine a position and could be used in discussions with the post office. One location for both purposes would be ideal, but it might be impossible unless a building was vacated soon.

Mayor Axelrod recalled distinct discussions at the town hall where the preference was expressed to not have to travel outside of the city for what was described as a significant portion of people's interaction with the post office. He agreed to revisit the question.

Councilor Cummings announced she had joined today's meeting during Mr. Grady's presentation. She supported making progress on the issue now rather than waiting until October. The citizens had stated loud and clear that they did not want to lose the post office. The difference of opinions on where packages would be processed needed to be cleared up and then, based on that information, a determination made whether or not people wanted a smaller storefront location in the city knowing some inconvenience with packages was possible.

Mayor Axelrod noted the post office's position from the beginning was that a storefront would exist in West Linn at a minimum.

Councilor Cummings replied it appeared the post office did not want to renew the lease and did not want to vacate. She supported writing a letter and any other efforts to invite representatives to visit and hear from the citizens themselves.

Council President Richard Sakelik moved to direct City Staff define the impact on West Linn's residents between a retail USPS location versus a separate packaging facility, and to then conduct a survey of the public outlining the specific details. Council would discuss how to use the data in conjunction with writing a letter to the appropriate authorities. Councilor Teri Cummings seconded the motion.

Ayes: Mayor Russ Axelrod, Council President Richard Sakelik, Councilor Teri Cummings, Councilor Bill Relyea, and Councilor Jules Walters.

Nays: None.

The motion carried 5 - 0

[Business Meeting \[90 min\]](#)

[Agenda Bill 2020-07-20-01: House Bills 2001/2003 Rulemaking Update](#) **[House Bill 2001/2003 Information](#)**

Interim City Manager Williams stated the report on this Agenda Bill in the meeting packet contained information and links to more information about the status of rulemaking in Salem to implement the two housing bills passed by the legislature. HB 2001 mostly addressed the new requirements for cities to site different types of middle housing within their jurisdictions

and HB 2003 required cities to assess their housing needs. Many of the rules were planned to be finalized and adopted this fall, then cities would be implementing the rules in 2021 and 2022. Council had expressed an interest in the rules and their potential implications to West Linn. The main set of rules that would impact the city would be considered and approved by the Land Conservation and Development Commission (LCDC) in November, but the advisory committees would finish some of their work in the next month. Council could choose to submit testimony to the advisory committee and to give staff direction on how it would like to be involved in the rules in the future. The focus today would be on the rules being developed for the large cities and metro area cities to implement HB 2001.

- The amount of on-street parking required for the denser housing was a topic of conversation, and the second page of the staff report provided an illustration of the current standards for Council's comment. Future discussions would concern lot size and design requirements.
- The rules required cities to allow duplexes, triplexes, and quadplexes in 'areas' that allowed for single-family homes, but not on every lot. It clearly allowed for cities to have some control over size requirements and other standards, but did not explain how the areas would be defined. Discussions had gone beyond land use and had become about social justice and racial equity given the current national conversation. Concerns were expressed that if too much flexibility was allowed, cities and counties would use the powers left to them to centralize certain kinds of housing in certain areas or to continue past policies of exclusion.
- If Council wanted to provide testimony to the rulemaking committee, staff requested direction to craft a comment letter for perhaps the August 3rd Council meeting, which would allow the letter to be submitted prior to the rulemaking committee finalizing their recommendations, and well before the LCDC started meeting in the fall.

Councilor Walters had heard a concern from the recent Planning Commission meeting and from others in the community on the impacts of building quadplexes next door to long-term residents in single-family homes.

Interim City Manager Williams replied that the rules did not allow squeezing in a triplex or quadplex on a typical single-family lot. Extra land area and off-street parking requirements would also most likely apply. Large vacant lots where only single-family zoning was allowed could be affected. Also likely was the ability to build duplexes on many single-family lots, which was where potential parking requirements would apply. The legislation was very clear about the requirement allowing duplexes on every lot currently allowed for single-family housing.

Councilor Walters noted many West Linn neighborhoods already had a mix of housing. It would be helpful to address concerns about large quadplexes next to single-family homes. She asked for specifics on the size of a lot for a quadplex.

Interim City Manager Williams did not believe the size had been defined yet, but would look into it and report back. He recommended Council's comments state that it wished to ensure

that lot-size standards would be developed for the new uses rather than specifying the number of square feet.

Councilor Relyea asked that Council consider a work session with the Committee for Citizen Involvement (CCI) and the Planning Commission to further discuss the issue. It might be a good to also engage the neighborhood association (NA) presidents and task them with providing recommendations with site-specific information and demographics from their areas for a greater understanding of the impact.

Councilor Cummings asked for a definition of an oversized lot, noting the city had 10,000 to 20,000 sq ft lots. In many cases, those lots were big because of geographical or natural resource constraints. West Linn had only small pockets of undeveloped property and had no desire to annex Stafford. Also, many of the streets in West Linn were not designed for street parking and were not wide enough for both parked cars and the passage of a fire truck. One solution would be intracity transit but even with that, adding more residential units without on-site parking would cause problems because almost everyone who lived in West Linn used a car. The city was hilly and had limited access to transit.

Interim City Manager Williams replied that he would look for the requested information, but he believed the exact numbers had not yet been defined.

Mayor Axelrod liked the idea of meeting with the CCI and the Planning Commission but noted time was limited. He was disturbed by the proposal and how it was moving forward. He fully supported the need for housing and incorporating equity in housing, but at the same time care was needed to not ignore planning or quality of life and the dysfunctional aspects of the cities. For example, he believed a legal issue existed with developers building complexes without having to provide parking and thereby essentially forcing the City to provide it for private development. He understood that structured parking raised costs and thereby affected affordability.

- He fundamentally disagreed with the premise that flexibility was associated with abuse of the system. Some flexibility was necessary to allow development in 'areas' where access to services was possible and to allow equitable planning, provide housing diversity, and reasonable community development.
- Multi-family housing would add many more cars to the streets where dysfunctional roadways and intersections were already problems in cities like West Linn that had physical constraints and no transit to the majority of the population. Convenient transit that could be reached within ½ mile was necessary for equity.
- He encouraged Council to stay connected with the League of Oregon Cities (LOC) which was doing a good job in imparting the cities' interests in trying to meet the goals reasonably.

Councilor Walters stated she lived in a small subdivision built in the 1990s which was mostly large, single-family homes, but the neighborhood also had townhomes which sold for \$500,000

to \$600,000 with a shared park. She assumed the residents, who had off-street parking, drove to work like most people in West Linn. She supported transit, but it was not realistic for most families in the city. She did not want to hold up the process by linking it too strictly to transit.

Councilor Relyea proposed continuing the discussion with the CCI and the Planning Commission and to set a timeframe for receiving, reviewing, and editing their feedback to ensure it was submitted in time.

Mayor Axelrod reiterated his concerns about the insufficient time to take those steps.

Interim City Manager Williams stated he would check on the Planning Commission's availability and report back to Council. The main question was how soon Council would want the feedback. A key timeline was the first reading of the Code that would apply to the City which was scheduled for September 24th and 25th at LCDC, with finalization expected in November.

Mayor Axelrod did not expect a letter from West Linn to carry much weight and did not want to waste effort. LOC was perhaps the City's greatest opportunity for influence, and efforts should be channeled to them because they would be part of the negotiations. So far, LOC seemed to be representing interests shared by West Linn.

Councilor Walters supported working with LOC, but would like to give input to them and not hand over the responsibility.

Councilor Relyea stated that as the liaison to the Planning Commission and the CCI, he knew the Planning Commission discussed HB 2001 at almost every meeting and Commissioner Pellett had put an extensive amount of work into following the measure and understanding potential impacts to West Linn. He supported engaging the Commission and receiving its feedback and adding it to the letter. It would help Council better understand the bills' implications and how the citizens felt about it to ensure the community was engaged and informed of what was coming in the future if something changed in the City's land use planning process.

Mayor Axelrod suggested asking for the Planning Commission's and CCI's feedback by early September for Council's review. It would give time to prepare any further written materials for LOC or LCDC as appropriate.

Interim City Manager Williams replied that he would forward the staff report he had prepared for Council to the chairs immediately and try to schedule a date for discussion with each in an effort to get their feedback before the first hearing date.

Councilor Cummings supported a letter tailored to West Linn because of the city's unique situation of being over 80 percent built out and hilly. She would like to know the number of people who used transit to get to and from work. A main reason behind HB 2001 was for affordable housing and it did not seem feasible to put affordable units in areas where residents

would not have access to transit and would have to own a car. It was important to communicate that, as much as the City would like to have more housing, some pieces of the puzzle did not appear to fit. A land use principle recommended providing for the needs of a facility on site, such as having a certain number of parking spaces per unit. The bill apparently was trying to walk that back to an idealistic model that did not involve cars or very many cars and it was not realistic for West Linn. Forcing units into places where residents would have to park on and possibly block the roads was asking for trouble. After creating a letter from West Linn, joining other cities on a letter would be appropriate.

Mayor Axelrod noted Council had submitted a letter that outlined the city-specific issues when the measure was before the legislature, but he agreed it was worth reiterating.

Agenda Bill 2020-07-20-02: Historic City Hall Letter of Commitment and Lease Agreement **Historic City Hall Information**

Interim City Manager Williams stated this agenda bill would address the future use of the Historic City Hall building near the Arch Bridge which had been vacant several years. Over the last couple of years, Council has been considering investing money to rehabilitate the building. Last year, the City planned to invest about \$400,000 of GO Bond funding, and the Willamette Falls and Landings Heritage Area Coalition (WFLHA), community members, and the City would partner to raise the additional capital funds needed for the project's estimated total cost of \$1.2 million. WFLHA was to be the linchpin of a group of nonprofits for both fundraising and for use of the building. Due to the fundraising being more challenging than anticipated, Council tentatively agreed to allocate about \$1.28 million to the capital construction to be complemented by a smaller amount of grant funding raised by the WFLHA and the City. Council requested that the agreement with the WFLHA be reconsidered and a revised letter of commitment written outlining the responsibilities between the City and the WFLHA. Also requested was a parking agreement to ensure the building had enough parking for the proposed uses. The meeting packet included a draft letter of commitment and a lease agreement updated to reflect new dates, financial terms, and some name changes. As pointed out in the pre-meeting, the letter of commitment in the packet did not fundamentally change the relationship between the City and the WFLHA, but did propose that the WFLHA continue to be the centerpiece of a group of nonprofits who would use the building and to manage and use the building for the community purposes defined in the agreement. The only parking for which the City had authority was on Mill St adjacent to the building. The proposal in the packet was for a paid lease of parking from the paper mill and its parent company and proposed 30 parking spaces surrounding the building with a term of \$60 per month per space, totaling about \$21,000 per year. The City would be able to create a parking program and charge people for parking to pay back the cost. Also important was Council's consideration of a change to the relationship between the City and the WFLHA in recognition that the City was now putting in the greater share of money. Staff would appreciate better understanding of what relationship Council was looking for and whether the terms were of interest to the WFLHA.

City Attorney Monahan stated he would like to address a process question that was asked in

the pre-meeting. The Oregon ethics rules stated that if an elected official participated in an action related to an economic issue, they needed to make a declaration before each discussion that could lead to an action. Normally this was not done in a work session, but typically took place in a formal action. However, because of the comments made in the pre-meeting and because some matters needed clarification, it would be appropriate for Mayor Axelrod to make a comment about what he said to Council earlier. He understood the Mayor's participation was as a liaison from the City Council to the nonprofit Board of Directors of WFLHA. The Guide for Public Officials stated that when a public official was a member of a nonprofit organization, an exemption was made if a conflict of interest arose from an unpaid position as an officer or member of a nonprofit corporation. He suggested seeking clarification from the Ethics Commission because the language in the Guide for Public Officials stated, "The following circumstances may exempt a public official from the requirements to make a public disclosure." The use of the word "may" meant sometimes it applied and sometimes it did not. He recommended a declaration be made and then, between today's meeting and the next time Council talked about the lease, to seek at least an informal opinion from the Ethics Commission.

Mayor Axelrod noted the bylaws and structure of the WFLHA stated the principle municipal contributors to the coalition have assigned positions on the Board or a representation on the Board by virtue of their annual contributions. West Linn, Lake Oswego, Oregon City, and the County all had representation on the Board. Council's representation was in a primary role to which he was currently assigned, and Councilor Walters was the alternate, according to the coalition's bylaws. He had mentioned his role on the Board in the past and had also mentioned that he had recused himself from any action by the Board that involved any City action, decision, financial, economic, and especially regarding Historic City Hall. At every MNO meeting and every Board meeting where it had ever come up, he had recused himself from any discussion whatsoever. He suggested the Director attest to his statements.

Siobhan Taylor, Executive Director, WFLHA Coalition, confirmed representatives from Clackamas County and several regional cities, including West Linn, were on the Board of Directors or otherwise involved with WFLHA. All alternates were kept in the loop with the proceedings and meetings, financials, and reports of the Coalition. She wished to make abundantly clear that Mayor Axelrod had at every discussion where the City of West Linn was involved or mentioned immediately made a statement of his representation of the City and had consistently recused himself from any votes that would impact his relationship or his role with the City of West Linn. He had always put the City and his responsibilities of representation to his fellow Councilors and citizens of West Linn first.

Councilor Walters said she was made an alternate to the Coalition when she first joined Council in 2018, but had not been sent a meeting packet or any other information until June of this year. She had reached out to Mayor Axelrod and Ms. Taylor because she was unsure if something had changed and their response was that they wanted to keep her in the loop. She attended the June meeting where she announced that she was the alternate and was there in a listening capacity because Mayor Axelrod was present. She did not believe Historic City Hall

had been discussed.

Mayor Axelrod stated the problem with the alternates on the spreadsheet had not been noticed until this spring, and the problem prevented the information from going to Councilor Walters. He received a request to review the spreadsheet and realized then that her name was not listed.

Council President Sakelik stated no issue existed with being liaisons to any group. The question was specifically about the WFLHA website where Mayor Axelrod was listed as Management and Operations along with eight other people. It appeared that the Mayor was an integral part of the non-profit, and Council President Sakelik had not been aware of that during the vote for the \$1.3 million nor during Council's discussions last year. He did not recall Mayor Axelrod declaring any of it. If the Mayor wished to maintain the position, Council should be advised. According to what City Attorney Monahan stated, it did not appear to be a big issue, but further clarification would be good.

Ms. Taylor noted a question arose last year about parking at the site. The Friday before the City approved the agreement with WFLHA, she had an in-depth conversation where Councilor Cummings emphasized something was needed from the mill to obtain parking. A commitment was received via email from Brian Conen, the CEO of Willamette Falls Paper Co, that parking would be available. Since then, she had been communicating with Mr. Conen who was very amenable to making parking available and who had also provided overflow parking spaces in the gravel parking lot on Mill St for use during special events when extra parking was needed. The WFLHA used grant funding raised from tourism and some of its own resources, and Todd Iselin with Iselin Architects worked with the mill and with the WFLHA to create a parking plan that would provide accessibility and also safe entrance and exit from the building due to the movement of mill trucks. She had heard concerns through Interim City Manager Williams about the possibility that the mill would not renew its five-year lease with a 10-year option and the impacts of that decision on the City and the building. Further conversations with Belgravia Investments and Stern Partners, Rebecca Tom, their local counsel, and with Neil DeGraber showed that they were willing to hold the lease for 15 years with WFHLA and the City or whoever was the signer on the lease should the mill cease operations there. She had requested 30 parking spaces because she expected that when COVID-19 was under control, people would want to go out and explore, and WFHLA needed to be able to accommodate an influx of visitors to the new culture and heritage center.

Mayor Axelrod suggested limiting the street parking to those using the building. The 30 spaces would be on private property and he hoped to have the capacity for overflow on the gravel area.

Ms. Taylor replied that amount of parking would suffice. She had also discussed with Interim City Manager Williams opportunities to create a parking system to allow people to park and walk across the street to Oregon City for work, and the possibility of creating a permit parking system to recoup the cost of the rental parking spaces.

Mayor Axelrod noted that parking in Oregon City was a problem and he believed a \$5 per day fee for parking on the West Linn side of the bridge would get a lot of use.

Council President Sakelik received confirmation that the request for 30 spaces came from Ms. Taylor and not from the mill. He asked if the mill might consider offering use of the 50 parking spaces that were marked and outlined behind the building.

Ms. Taylor did not believe so because the mill needed the space to park their trucks. They had started at 20 spaces and she pushed to 30 spaces and believed she would be pushing her luck asking for 50 spaces.

Council President Sakelik believed it had been abundantly clear the night that Council allocated the almost \$1.3 million for the building's rehabilitation when the Coalition did not obtain sufficient grant funding, that the agreement would change from the WFLHA running the entire building to becoming its signature tenant. Discussion during the meeting said specifically that the City would be programming the building and the Coalition would be a signature tenant. He was hoping to discuss those specific details at the meeting today. Currently, there was no way he would agree to put almost \$1.3 million of taxpayer money into the building and then have no responsibility for the building and its programming. In addition, the City would have a commitment of about \$21,000 for parking space rental, and another \$24,000 for utilities as indicated in the potential lease agreement. It would also be valuable to have an organization or committee made up of residents of West Linn to give input on what they believed would be additionally valuable in the building considering its rehabilitation would be paid for by City money. The residents would have a hand in it with the guidance of WFLHA.

Ms. Taylor said that in no way had she left the February meeting with that understanding or direction, nor did any of her Board of Directors members who had attended. She clarified that the WFLHA raised \$100,000 from tourism for the project that was being spent now. She had raised an additional \$45,000 in other grant funds, and wrote with Interim City Manager Williams an application for a Community Development Block Grant (CDBG) for another \$45,000. A number of the foundations she had spoken to said the City of West Linn did not have enough involvement in the project for them to fund WFLHA. They told her to apply again when the City's commitment changed and they would be much more amenable to having that conversation. She was doing that now and discussing opportunities for receiving funding for the inside of the building or for programming for the building and for displays and exhibits. The WFLHA Coalition had done a heavy lift in staff time devoted to the project, but also in personal time and fundraising. What they did was a big deal and they did not plan to end it now. However, if the entire focus of how the building would be used was going to change drastically, the WFLHA Board of Directors would have to have a conversation about that as well. She reiterated that had not been their takeaway from the February meeting.

Council President Sakelik stated did not mean to belittle the work that the Coalition had put into the project. The Council was excited about the first idea brought to them by

WFLHA. Unfortunately, the grant funding did not happen and Council took the drastic step of moving monies around within the City so that the building could be rehabilitated. At 1:04:00 into the February meeting, he had clarified his position, but evidently it was not made very clear as a Council which was why he suggested going back to the drawing board.

Councilor Cummings said she remembered the February 10th conversation and that Council was told that almost none of the funds discussed previously would materialize. Because it was not possible for the Coalition to bring in the money for the improvements, the City would bear that burden. When she made decisions, it was not for just one group or another but for the principles Council was working from. Council still wanted to see the Coalition be the primary signatory and driver of what happened at the Historic City Hall building. She confirmed staff would gather information about the potential parking need for the proposed uses for the building and gather information on managing metered parking and report back to Council.

Councilor Relyea stated he had voted 'no' on the agenda today was because he did not believe this matter was ready for Council discussion. Way too much time was spent in meetings that incurred legal service costs. He suggested the details of the lease agreement be determined by a working group and then for the agreement to be brought back to Council for review and a final decision.

Mayor Axelrod understood from the previous agreement that Council had an obligation to restore the most historic building in the city and to not let it fall further into disrepair. At the same time, the City was to create a partnership with the Coalition who would manage, run, and direct the operations there in a significant role. The City would have input in all elements, but it did not have the staff or time to conduct the operations. He did not understand how someone would get a different viewpoint from what was discussed before, but he would listen to the recording of the February meeting. He was disappointed if another committee was needed to move forward on the matter. So much input had already been received from the community, Council needed to make the decisions necessary to move ahead. He acknowledged the agreement needed work and other issues needed to be addressed, but he did not want to lose the momentum. He was concerned that if Council tinkered with it too much, it would be left without a historic and cultural resource center. He recommended moving forward on the parking agreement and, if the City could be the manager of it and recoup the money from the rent, he believed its utilization would be quite high. The parking agreement stated it would begin when the building was approved for full occupancy, but he did not believe that would be sufficient given the COVID-19 situation. It would be necessary for the agreement to address that; parking should not have to be paid for if meetings could not be held there.

Council President Sakelik said what was proposed to Council was not a partnership, it was the City putting up nearly \$1.3 million with a commitment of about \$45,000 per year to keep the building going and not having any direct responsibility for how it was used. He believed initially from the February 10th meeting that a partnership role would be acceptable; the Coalition would come back with a plan indicating how they wanted to use the building and other necessary details and the City would share in any funds raised through tours of the site. Once

the building was improved and the tours were running, the building would get a lot of use. Those defined a partnership. What was proposed by the Coalition was one-sided and in that way was like the original proposal, but the City was not back then putting up anything near \$1.3 million because the Coalition would be obtaining grants. He ended by recognizing the Coalition's work and their expertise.

Mayor Axelrod clarified that he was not planning for the City to reap some profit from the tours. If the Coalition was running the facility as a nonprofit, that would be part of their nonprofit operations.

Council President Sakelik noted Council needed to be concerned about City income due to COVID-19 impacts and limited GO Bond funds. The income from tours could be significant and the City would not have a partnership role in determining how to spend the funds. The City would be providing the circumstances to enable the tours in a formal way and that was the investment he envisioned the City wanting to make. He had raised the point years ago that the City did not want to give up the building to County tourism or to let them have the whole building with a lease that did not pay much.

Mayor Axelrod stated that regardless of the future structure, as long as an understanding existed between the City and the Coalition about how the location and the operation would run, it would be to Council's and the City's benefit to advance a parking agreement with the mill company.

Interim City Manager Williams said he would not want to enter into an agreement with the mill for parking that had associated costs without knowing how the building would be used by the occupants or having an understanding of the roles and responsibilities. He suggested continuing the conversations, but to not finalize anything until Council reached consensus.

Councilor Walters wanted to move forward in the original direction. She was excited about the project because not only was the opportunity available to support this historic building, it was the only piece of property the City owned in the waterfront area. The City needed to invest in it and Council was hearing from a lot of community members who wanted a multicultural center. The building would fulfill that desire, especially by including conversations about indigenous ancestors and the history of the area. It would be a rich resource and would be an anchor of the town and would bring people to the city. Charging for parking could be a revenue positive thing. The Coalition had made a commitment to Council and she wanted to be sure Council was supporting them, so that they could come to the table with more funds now that they had the commitment.

Ms. Taylor noted the building was the oldest City-owned building in West Linn that currently was derelict and abandoned. The Coalition came to Council with a proposal to put full life into the building again in an absolutely wholesome, very diverse community project. In addition to being the gateway to heritage, it would honor the stories of all of the people of color, Black, indigenous, and immigrants who built the area and made it what it is through their losses and

victories. The upstairs meeting space would be created and managed for the use of community groups from West Linn, enhancing the multicultural approach that was hoped for in the building. The Coalition was a small nonprofit, but could make the building wonderful for the city and for the region.

Councilor Cummings said the question was not whether the project would be done, it was how. Initially, Council believed it would have to use only about \$400,000 from the GO Bond, but it had been necessary to readjust its thinking. The building was important, the location was prominent and its possibilities for the waterfront vision were enormous. Now that the City would be shouldering the bulk of the expense of renovating the building, the other issue discussed was whether the City wanted to also pay the utilities and other expenses. Prior to this, the Coalition was to be in charge of operations; Council still wanted them to be the primary tenant, but the shift put the responsibilities back onto the City. The City would not walk away, but the conversation needed to be different.

Mayor Axelrod suggested the matter be discussed further at another Council meeting soon. Some new concepts had been introduced tonight that warranted further vetting.

Councilor Bill Relyea moved to form a working group to establish the terms of an agreement regarding the use of the Historic City Hall to include the Parks and Recreation Department, a member of the WFLHA Coalition, the City Manager, and a member of the City Council who was not currently a member of the Coalition nor a liaison to the group. Council President Richard Sakelik seconded the motion.

Mayor Axelrod expressed concerns about further delays and complications and did not believe a separate committee was needed. Input from the various entities should be part of the agreement, however. He would vote 'no.'

Councilor Cummings stated she would vote in favor. Council discussed metered parking a year ago but the information was not available today, and the information that was available today was not consistent with the February 10th meeting. A committee would be a quick way to review the pros and cons. She did not want it to take months, but missing information was needed.

Councilor Walters asked for clarification about Council members serving on the committee.

City Attorney Monahan noted Council was not taking formal action at this time, just giving direction, so at the point that the matter returns to them, he hoped for some clarification from the Ethics Commission whether someone who was a member of a non-profit organization or serving as a liaison had a potential conflict of interest. He believed participation at this stage

was fine, even in a working group, as long as a declaration was made.

Councilor Walters was troubled by the possibility of a Councilor making a proposal that might exclude two other Councilors participating in the working group and then voting on an issue. It did not appear to be a fair process.

City Attorney Monahan said ultimately the entire Council would be making a decision on a final proposal. At that point, clarity could be made of any potential conflict of interest, but currently it appeared there was none.

Council President Richard Sakelik moved to amend to add at least two members of the public yet to be determined. Councilor Bill Relyea seconded the motion.

Councilor Cummings said it sounded like Councilor Walters was concerned that the two Council liaisons would be cut out of a vote, but that was not her understanding. She believed it was about the need for disclosure to the public so they knew how the decisions were made and about committee members' involvements when making the decisions. Neither the Council liaison nor the alternate should be prevented from participating in the discussions or the vote. She did not see a monetary conflict of interest.

Ayes: Council President Richard Sakelik, Councilor Teri Cummings, Councilor Bill Relyea, and Councilor Jules Walters.

Nays: Mayor Russ Axelrod.

The motion carried 4 - 1

Council President Sakelik would like the three public members to be chosen by Council's August 3rd meeting. Then the committee could move forward in August on an agreement for Council's vote in December.

Councilor Walters was uncomfortable with a Councilor having meetings while Council was in recess.

Council President Sakelik stated he volunteered to be the Council representative and was not leaving in the month of August. He was happy to work on this priority. It had been more than five months since Council's last discussion of the matter. He wanted to move it along quicker.

Councilor Walters agreed with efficiency and speed but not for what seemed like an unfair process. She understood Council President Sakelik was volunteering, but asked how the Council person and members of the public would be chosen. She wanted to make sure the process was fair and equitable and would be willing to put it off until it could be so.

Councilor Cummings suggested each Councilor submit five names to the Interim City Manager and see how they meshed. At the August 3rd meeting, a vote could be held to appoint the Council members and the three members of the public.

Councilor Walters would rather see an application process and then choose from those. She was uncomfortable with hand picking people for such positions because it did not appear fair and equitable.

Councilor Cummings was sure an application process would push the schedule into September. She clarified a community member could be someone from a neighborhood association, from the Chamber of Commerce, or any citizen. A number of citizens had been following the matter very closely and were very interested in the waterfront planning process.

Ayes: Council President Richard Sakelik, Councilor Teri Cummings, and Councilor Bill Relyea.

Nays: Mayor Russ Axelrod and Councilor Jules Walters.

The motion carried 3 - 2

The Councilors agreed to each submit the names of five people to Interim City Manager Williams by Friday who would determine if the same three people were chosen by all. Council would discuss the results at the August 3rd meeting.

[Agenda Bill 2020-07-20-03: League of Oregon Cities Policy Priorities](#)

[LOC Policy Information](#)

Mayor Axelrod stated that all Councils that were LOC members went through this step yearly prior to the legislative session. Feedback was given on Council's top four priorities but Council was not limited to the issues it advocated for in the legislature. The list might be a bit outdated without the policing reforms Council wanted to see worked on. Feedback on the list needed to be submitted by August 7th.

Interim City Manager Williams noted the staff report included a long list of possible policy priorities assembled by the LOC. A number of areas appeared to overlap with goals or interests of Council and the West Linn community and could possibly be priorities. The main purpose was for LOC to develop a statewide priority list. West Linn could continue to have its own legislative agenda. A lobbyist was working for the City to advance its concerns.

Council agreed to submit their choices to staff by Friday for discussion on August 3rd.

City of West Linn Response to COVID-19 Public Health Emergency [5 min]

Interim City Manager Williams stated the City was in stasis as the pandemic seemed to be increasing throughout Oregon. No discussion was taking place about loosening the restrictions.

Mayor Axelrod noted the numbers were surging and the virus was being transmitted freely in community groups. He encouraged everyone to wear a mask anytime around other people indoors or outdoors. Masks were required if a safe distance could not be maintained.

Diversity, Equity, and Inclusion Discussion [30 min]

Update on DEI consultant selection

Interim City Manager Williams reported that the DEI firm he had contacted had apparently been swamped with inquiries from around the country. They had asked for an additional week before getting back to the City and very much wanted to be considered.

Police Oversight and Accountability Taskforce Membership

Mayor Axelrod reported that at least five of the applicants had been chosen by the majority of the Councilors. The selections included five women of color, one of whom had a police officer background. He would also like to see youths represented on the Task Force.

Councilor Walters supported having a student representative to give public comment or listen in on the discussion. The youth voice needed to be heard on this issue at the Council level.

The Councilors agreed to each send the names of five applicants for alternates to Interim City Manager Williams by Friday, of which three would be selected to serve on the Task Force at the August 3rd meeting.

Mayor Russ Axelrod moved to Appoint the following 11 members to the Police Oversight Task Force: Kristina Garcia Siegel, Nicole Dawson, Sharron Furno, Sonia Borgelt, Autumn Mercado, Debbie Wong, Linda Hamel, Lonny Webb, Michael Harper, Nancy Noye, and Rishi Bansal. Council President Richard Sakelik seconded the motion.

Ayes: Mayor Russ Axelrod, Council President Richard Sakelik, Councilor Teri Cummings, Councilor Bill Relyea, and Councilor Jules Walters.

Nays: None.

The motion carried 5 - 0

Interim City Manager Williams stated he had reached out to a few people for their interest in serving as a facilitator for the Task Force. He suggested perhaps allowing the members of the Task Force to select the facilitator. He had been considering contract approaches for the facilitator and expected it to be a quick process and the cost well within his authority.

Councilor Walters would like to have a facilitator available for the first meeting and suggested asking for recommendations from the Task Force appointees. She requested that those not selected be informed that they were welcome to participate, provide ideas, and to remind them to be on the lookout for other opportunities to be considered.

Mayor Axelrod said he would ask for the applicants' continuing involvement in the appointment letter he would send to them.

Council President Sakelik recommended adding to the letter a link to the DEI Information Hub.

Mayor and Council Reports [15 min]

Council Request Tracking Log

Council Tracking Log

Interim City Manager Williams noted some of the items in the Council Tracking Log had a next action date of July 16th, which had passed. July 16th was just a holding date and would be updated.

Mayor Axelrod had communicated with the Department of Environmental Quality (DEQ) today regarding the tanks located under the streetscape. They informed him that because of the Main Street construction that had already taken place, the liquid was removed and the tanks were abandoned in place which was a standard protocol. The tanks were usually filled with concrete or slurry. The probe work was upcoming and he would be updated by DEQ. DEQ had asked that the owner of the site not be interrupted at this point to allow her to finish her cleanup obligations.

Councilor Cummings asked if the Planning Commission had met regarding the high school parking issue and potential Code changes. It appeared the school district was having community meetings about the stadium project and the parking lot project. It was not clear to her whether they planned on a variance for parking because they were offering about half the required number of spaces. Also to be considered was the traffic impact especially on game nights.

Interim City Manager Williams stated he was not aware of any discussion on that topic. He recalled the last communication from the school board confirmed they knew the standards and would comply with them. He would find the communication to confirm if they planned to put

in 250 parking spaces.

Mayor Axelrod noted a letter was received from Tualatin indicating they were interested in initiating a discussion on areas of interest regarding Stafford. The City had no interest in engaging and had expressed that. He understood Tualatin was considering their options and he believed they did not fully understand that Area D by the freeway and close in to Tualatin was an option they could consider. He was aware that the Hamlet had been talking with Tualatin about property issues along SW Borland Rd, but most of the community there did not want to see the city pushing farther east along Borland Rd.

Interim City Manager Williams stated the proposal from Tualatin was to convene an initial meeting to discuss each Cities' current environment and readiness for the discussion. It seemed like they wanted to find out if a process was possible. Tualatin was aware that the West Linn City Council was not very interested in the conversation

Mayor Axelrod proposed attending a meeting with Tualatin in September or October. He noted West Linn was engaged in higher priority issues.

Councilor Cummings reminded that a great need for blood donations existed and those conducting the blood drives were being very safe. She noted the donors' blood was tested for COVID-19 antibodies and redcross.org listed criteria for who was eligible to donate.

Tentative Agenda

[Tentative Agenda](#)

[City Manager Report \[5 min\]](#)

Interim City Manager Williams stated an email was sent from City Recorder Mollusky to Council on June 18th about citizen advisory group vacancies on the Economic Development Commission, Parks and Recreation Advisory Board, and the Utility Advisory Board. Some applications were received and he asked Council to let him know how they wanted to proceed.

Mayor Axelrod asked to be sent the information again.

Councilor Walters noted the information from City Recorder Mollusky was also in DropBox.

Council President Sakelik would like to make appointments for the vacancies at the August 3rd Council meeting.

[City Attorney Report \[5 min\]](#)

City Attorney Monahan updated that his office had communicated with the Robinwood Neighborhood Association's attorney regarding information about the limitations that came

from the use of bond money. The City Attorney's Office was providing them information received from the Bond Council.

Mayor Axelrod stated he had copied Council on that email. The process seemed to be stymied by an entirely different-looking contract that did not reflect other nonprofit information. He understood that staff, the Friends of Robinwood Station (FORS), and the City Attorney's Office would meet on the issue.

Council President Sakelik noted that City Attorney Ramis had sent an update to Council via email a couple of hours ago.

[Adjourn](#)

DRAFT